



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

SOCIAL WORKER V

Class No. 005261

■ CLASSIFICATION PURPOSE

Under general supervision, to perform the more difficult professional casework services; to provide specialized services for children, families and adults; to provide consultation service to subordinates, graduate students and other staff workers; and to perform related work.

■ DISTINGUISHING CHARACTERISTICS

Positions in this class are allocated to the Health and Human Services Agency (HHSA), and focus primarily on medical and therapeutic aspects of social work.

Social Worker V is distinguished from the Social Worker IV class, in that the former requires less casework supervision and is responsible for the more complex cases. Social Worker V's may provide consultation service to other professional workers and act as lead workers in an assigned unit in the absence of the unit supervisor. This class differs from Senior Social Work Supervisor in that the latter is responsible for the ongoing supervision of a unit of workers and does not carry a caseload.

■ FUNCTIONS

The examples of functions listed in the class specification are representative but not necessarily exhaustive or descriptive of any one position in the class. Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.

Essential Functions:

1. Analyzes psychological and social factors, which may interfere with health maintenance or aggravate illness, and prevent full benefit of medical and rehabilitative services.
2. Reviews complex treatment plans.
3. Consults with physicians and therapy staff in assessing client/family needs in relation to the medical conditions as part of multidisciplinary treatment team.
4. Assesses family's understanding of diagnosed condition, coping ability, and the ability to follow through on prescribed treatment recommendations.
5. Interprets and consults with appropriate agencies providing care to clients.
6. Participates as a team member in developing treatment plans for high-risk unique cases.
7. Participates in discharge planning with medical facilities.
8. Provides therapeutic intervention with client/family to cope with surgical recommendations.
9. Educates providers regarding client/family concerns and needs.
10. Acts as client/parent advocate.
11. Develops and presents in-service training to staff and community agencies.
12. Manages caseloads consisting of HIV symptomatic and AIDS clients that are dual diagnosed with substance abuse, mental illness, tuberculosis and other opportunistic infections.
13. Interviews clients and performs in home psychosocial assessments in conjunction with a public health nurse.
14. Develops service plans based on results of assessments that include consulting with medical and health providers.

15. Coordinates benefit assistance plans that utilize Medi-Cal, Medi-Care, Title 1 of the Ryan White Care Act, community resources and counseling services.
16. Establishes long and short-term client goals with measurable outcomes.
17. Conducts case conferences in a team process with HIV workers, hospital discharge planners, nurses, benefits counselors and clients.
18. May lead staff.
19. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Child development, the aging process, social problems, parenting skills, adolescent behavior, substance abuse, marriage counseling, death and grieving, crisis intervention and abnormal behavior.
- Social casework methods, practices, policies and procedures.
- Theories of human behavior and group dynamics.
- Interviewing, diagnosis, and treatment techniques.
- Medical terminology.
- The laws, rules and regulations governing the operation of health care agencies.
- Health care community resources and community organizations.
- Needs and problems of children, families and adults from diverse socio-economic and cultural backgrounds.
- Therapeutic modalities.
- Benefit assistance plans (e.g., Medi-Cal, Medi-Care, Title I of the Ryan White Case Act).
- Patient symptoms and conditions associated with HIV/AIDS, substance abuse, mental illness, tuberculosis and other communicable diseases and infections.
- Principles and practices of supervision.
- County customer service objectives and strategies.

Skills and Abilities to:

- Assess, diagnosis and treat the physical health problems of children, families and adults using social casework methods.
- Establish workload priorities and manage multiple caseloads.
- Exercise tact, objectivity, sensitivity, strategy and judgment in dealing with a variety of people in a variety of situations.
- Provide consultation service to other professional workers, graduate students and other staff.
- Provide special medical rehabilitative services.
- Medical discharge planning.
- Perform psychosocial assessments.
- Develop benefits assistance, referral and service plans.
- Perform case conferences and assessments in the context of a team.
- Communicate effectively orally and in writing.
- Establish effective working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Treat County employees, representatives of outside agencies and members of the public with courtesy and respect.
- Assess the customer's immediate needs and ensure customer's receipt of needed services through personal service or referral.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience are:

1. A master's degree in social work or counseling psychology; OR
2. Possession of an Marriage and Family Therapist certificate, or Licensed Clinical Social Worker; AND, two (2) years of post MSW professional social work experience performing casework and treatment service involving adults, families and/or children in a health or social services agency.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Continuous upward and downward flexion of the neck. Frequent: sitting, repetitive use of hands to operate computers, printers and copiers. Occasional: walking, standing, bending and twisting of neck, bending and twisting of waist, squatting, simple grasping, reaching above and below shoulder level, and lifting and carrying of files weighing up to 10 pounds. Incumbents may occasionally be required to lift and secure children weighing up to 60 pounds into vehicle safety seats as required by law.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own vehicle.

Certification/Registration

None Required.

Working Conditions

Exposure to hostile, emotionally disturbed children and adults.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in this class shall serve a probationary period of 9 months (Civil Service Rule 4.2.5).

New: January 15, 1959
Revised: November 27, 1961
Revised: October 26, 1965
Revised: October 10, 1969
Revised: January 16, 1975
Revised: January 13, 1978
Revised: August 10, 1984
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